



**NORTH FORK RANCHERIA
OF MONO INDIANS OF CALIFORNIA**

P.O. Box 929
North Fork, CA 93643
(559) 877-2461
FAX (559) 877-2467

TRIBAL EDUCATION GRANTS

APPLICATION INSTRUCTIONS AND CHECKLIST

Please complete the following steps to complete the application process:

- Apply for admission to a college or vocational training institution. Submit your letter of acceptance or enrollment certification (if you have not previously applied or if you have changed schools).
- Complete the Free Application for Federal Student Aid (FAFSA). The FAFSA is available online at www.fafsa.ed.gov.
- Schedule an appointment with the financial aid office at the college or university you will attend and apply for all other available federal and state resources.
- Fill out the top portion of the Financial Needs Analysis form, sign and forward it to the financial aid office at the institution you will attend. The financial aid office will mail the completed form to our office.
- Complete the North Fork Rancheria of Mono Indians Tribal Education Grants Application.
- Submit your high school transcripts/copy of diploma or GED (if you have not previously applied).
- Continuing or returning college students must submit official transcripts for current and previous college work.
- Submit your Education Plan of course work you plan to complete to obtain your stated degree objective (if you have not previously applied or if your education plan has changed).
- Submit your course registration for the term you are requesting assistance for.
- Sign the Statement on Privacy
- Submit proof of tribal citizenship (if you have not previously applied).
- If you are participating in or eligible for Tribal TANF, contact a Career Development Coordinator at (559) 877-2027, funding may be available for your education.

Please mail or deliver completed application to:

North Fork Rancheria of Mono Indians
Tribal Education Grants
P.O. Box 929
North Fork, CA 93643

For overnight shipping service:
33143 Road 222
North Fork, CA 93643

APPLICATION DEADLINES: 30 Days from the Term Start Date



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GENERAL INFORMATION

It is the policy of the North Fork Rancheria Tribal Council to encourage all tribal members to seek education and training programs beyond high school. The ultimate education goal for North Fork Rancheria tribal members is *self-determination* consistent with the distinct political, economic, and cultural heritage of the tribe.

AWARD CLASSIFICATIONS

Higher Education Grants -- Supplementary assistance for students attending an institution of higher education, which will result in the completion of an accredited undergraduate, or graduate degree program.

Vocational Training Grants -- Supplementary assistance for members attending an accredited vocational training institution or an accredited college vocational training program in order to acquire job skills to obtain or sustain full-time satisfactory employment.

Adult Education Assistance -- Grants or financial assistance for efforts by eligible tribal members to pursue further personal development, to enhance job opportunities or to become functionally literate and learn skills to pass the General Equivalency Diploma (GED) exam or other accredited high school completion programs.

MINIMUM ELIGIBILITY REQUIREMENTS

To be considered for tribal educational grants from the North Fork Rancheria of Mono Indians, the applicant must meet the following minimum requirements:

Higher Education Grants

- An enrolled member of the North Fork Rancheria Indian Tribe.
- Accepted for admission in an accredited college or university
- High school diploma or GED
- Cumulative grade point average of 2.0 (or higher) for high school graduates or a cumulative grade point average of 2.0 (or higher) for college students who have completed a minimum of 24 semester units (or the equivalent in quarter units).

Vocational Training Grants

- An enrolled member of the North Fork Rancheria Indian Tribe.
- High school diploma or GED.
- Accepted for admission to an accredited vocational training institution or an accredited college vocational training program. (Send class schedule with application.)

Adult Education Grants

- An enrolled member of the North Fork Rancheria Indian Tribe.

USE OF GRANTS

Funding may be used for tuition, subsistence, required fees, textbooks, and miscellaneous expenses related to attendance at a college, university, or approved training institution.

Students receiving tribal grants must maintain a grade point average of 2.0 and complete the degree or training within a specified time period.

Amount of awards will be based on available budget allocation and the total number of students who apply.

CLOSING DATES FOR APPLICATIONS

For students receiving Higher Education, Vocational Training, or Adult Education Grants at schools or institutions that operate on a semester or quarter system, applications must be received in the Tribal Office or postmarked by the following dates for priority funding deadlines:

- **30 Days from the term Start Date - Fall Semester/Quarter**
- **30 Days from the term Start Date - Spring Semester/Quarter**

If you have questions on your application or need assistance please call the Tribal Office at (559) 877-2461.



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APPLICATION

All information requested is voluntary; however, failure to fully complete all applicable parts may result in delays in processing this application or make it impossible to process at all.

Please check one box below for the education grant category in which you are applying:

HIGHER EDUCATION VOCATIONAL TRAINING ADULT EDUCATION OTHER: _____

Application Request for academic year 20____ - 20____ Fall Spring Full-Time Part-Time

Name: _____ Social Security No: _____
Last First Middle Maiden

Address: _____ Telephone: _____
Street/P.O. Box City State Zip Code

Date of Birth: _____ Sex: M F email address: (optional) _____

No. of Dependents: _____ Veteran: Yes No Marital Status: Single Married Divorced Separated

Are you participating in TANF or Tribal TANF: Yes No North Fork Rancheria Citizenship No: _____

Name and Address of High School Attended: _____

Graduation Date: _____ GED Date: _____

Name and Address of College, University, or Education Institution you will attend:

_____ College Major: _____

_____ Expected Graduation Date: _____

_____ Expected Degree: AA BA BS GRADUATE
 OTHER _____

Date School Starts: _____

I will be entering this college as a Freshman Sophomore Junior Senior Graduate Other: _____

Previous College, Vocational Training, or other Education Experience: (please list) Yrs. Attended Degree/or Credit Hours

Previous College, Vocational Training, or other Education Experience: (please list)	Yrs. Attended	Degree/or Credit Hours
_____	_____	_____
_____	_____	_____
_____	_____	_____

Were you ever awarded a Bureau of Indian Affairs or North Fork Rancheria Tribal education grant before? Yes No

If yes, what years? _____ Number of credit hours earned: _____ No. of Semesters/Quarters: _____

I hereby certify the above information on this form is true and correct to the best of my knowledge and consent to the release of this information to the necessary agencies to complete the financial aid package. I request that any Tribal Education Grants awarded me be mailed to me in care of the Financial Aid Office of the institution I am attending. I will provide a copy my grades or transcripts to the North Fork Rancheria Tribal Education Office at the end of each academic term.

Signature of Student: _____ Date: _____

FOR DEPARTMENT USE ONLY:

Date application received: _____ cpt/app -- verified by: _____
Date acknowledgment letter sent: _____ Ineligible due to: _____
Date status letter sent: _____ Date FNA received: _____
Date Award/Denial letter sent: _____ Date grant closed: _____



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TRIBAL EDUCATION GRANTS

FINANCIAL NEEDS ANALYSIS

STUDENT NAME: _____ SOC. SEC. # _____

ADDRESS: _____
STREET/P.O. BOX CITY STATE ZIP PHONE

TO BE COMPLETED BY THE FINANCIAL AID OFFICE

The above named student is eligible to receive a Higher Education or Vocational Training Grant from the North Fork Rancheria of Mono Indians. Verified financial need information is needed through your office before action can be taken on this application. Thank you for your assistance.

Academic period:	
Grade level:	
Expected Family Contribution (EFC):	
Enrollment level:	
Dependency status:	

COST OF ATTENDANCE

Tuition & Fees:	
Room & Board:	
Books & Supplies:	
Miscellaneous:	
TOTAL COST OF ATTENDANCE:	

FINANCIAL AID SUMMARY

Outside scholarships:	
Federal gift aid:	
State gift aid:	
Institutional gift aid:	
TOTAL GIFT AID:	

Federal Student Loans:	
Institutional Student Loans:	
Parent/Private Loans:	
Work-Study:	
TOTAL SELF-HELP AID:	

TOTAL COST OF ATTENDANCE - (EFC + TOTAL GIFT AID) = UNMET NEED: \$ _____

SIGNATURE: _____
FINANCIAL AID OFFICER DATE TELEPHONE NUMBER

COLLEGE: _____
NAME OF COLLEGE ADDRESS CITY STATE ZIP

I give my permission for the Financial Aid Officer to release this information to the Education Department of the North Fork Rancheria . I understand and agree that the funds granted me from the North Fork Rancheria can only be used for education expenses. I agree to comply with the following conditions:

1. I will notify both the Financial Aid Officer and Education Department of the North Fork Rancheria if I withdraw from school at any time during the current academic year.
2. I will return any unused portion of my grant to the Education Department of the North Fork Rancheria, upon withdrawal from school.
3. I will assure that an official transcript or copy of my grades will be forwarded to the Education Department of the North Fork Rancheria at the end of each semester I am in attendance. I understand that failure to do so may delay subsequent funding.

I authorize the school to release grades, financial information, and class schedules to the Education Department of the North Fork Rancheria.

STUDENT SIGNATURE: _____ DATE: _____



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INSTRUCTIONS FOR COMPLETING EDUCATION PLAN

The purpose of the education plan is to ensure you that you have a plan for the timely completion of course work to obtain your stated degree objective. The completed plan demonstrates to the tribe that you understand the courses required of you and also provides a tool for the tribe to monitor your progress towards completion of your educational goals. *[PLEASE NOTE: There are time limits for students to complete degree objectives while receiving grants and scholarships so it is important that you have a well thought out plan.]*

To complete this form choose one of the following options:

1. Make an appointment with your academic counselor or faculty adviser and ask them to assist you in completing the plan.

OR

2. Consult your college catalog to determine the specific course requirements for your degree objective. Then, transfer the required courses onto the education plan in the semester or term in which you plan to complete the courses. Please remember that this is a plan not a contract. We understand that things change and a particular course may not be available in the semester you planned to take it. You will most likely need to revise your plan several times during the course of your education. The goal of the plan is to ensure that you will complete all the required courses for your degree within a given period of time. If you need assistance please contact the Education Department at the Tribal Office (559) 877-2461.

Refer to your completed Education Plan when selecting and registering for you classes each semester!



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EDUCATION PLAN

College/University Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Degree Objective: _____ Major: _____ Minor: _____

Expected Date of Graduation: _____

Please list the required classes for your degree objective, number of units, and expected date of completion.

FALL Yr ____	WINTER Yr ____	SUMMER Yr ____	SPRING Yr ____
FALL Yr ____	WINTER Yr ____	SUMMER Yr ____	SPRING Yr ____

FALL Yr ____	WINTER Yr ____	SUMMER Yr ____	SPRING Yr ____

FALL Yr ____	WINTER Yr ____	SUMMER Yr ____	SPRING Yr ____

FALL Yr ____	WINTER Yr ____	SUMMER Yr ____	SPRING Yr ____

FALL Yr ____	WINTER Yr ____	SUMMER Yr ____	SPRING Yr ____



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STATEMENT ON PRIVACY

The Privacy Act of 1974 requires each Federal Agency that maintains a system of information on individuals to inform those individuals as to:

- A. The Authority (whether granted by statute or by executive order of the president) which authorizes the solicitation of the information and whether disclosure of such information is mandatory or voluntary:
- B. The principal purpose or purposes for which the information is intended to be used:
- C. The routine uses which may be made of the information, as published pursuant to paragraph (4) (D) of this subsection: and
- D. The effects on his/her, if any, of not providing all or any part of the requested information.

The North Fork Rancheria Indian Tribe Education Grants and Scholarships Program operates under the general authority of the Indian Self-Determination and Education Assistance Act (24 USC 450 et seq). In accordance with the accountability required for the administration of the funds appropriated for the program and in order to provide services to recipients, and to declare eligibility, certain information is required of the applicants. This form solicits the required information. Use of personal data will be available to authorized sources upon request.

The applicant should understand that the intent of collecting and maintaining this data on individuals is for determining eligibility of the applicant and to provide the means for producing certain statistical records required by this office. Failure on the part of the applicant to provide the requested information will preclude the applicant from eligibility in obtaining education assistance under this program.

I have read the statement on privacy listed with the application form. I hereby provide the required information and authorize the use of such information to the extent of the uses specified in the statement.

Witness

Signature of Applicant

Address of Witness

Date



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TRIBAL EDUCATION GRANTS

OTHER TERMS AND CONDITIONS

(Excerpted from the North Fork Rancheria of Mono Indians Education Grant and Scholarship Policy)

SECTION 12.0 PAYMENT OF AWARD

12.1 Distribution of awards will be pro-rated on a quarter or semester basis.

12.2 Grade reports or transcripts for preceding semester (or quarter) must be submitted prior to each disbursement.

12.3 Student must complete the minimum number of units required under the student classification in which they are awarded in order to receive the full award amount; Students not completing the required units will receive a pro-rated award based on the percentage of required units they actually complete. Any reductions of awards will be applied to the following semester or quarter funding cycle.

12.4 Approved grant or scholarship awards will be paid by check, to the student in care of the Financial Aid Office (FAO) at the institution in which the student is enrolled. Awards will be dispersed according to the policy and procedures of that institution.

SECTION 13.0 MAXIMUM PERIOD OF AWARD

13.1 The maximum period of financial aid provided under this policy will be based on the following time limits:

13.1.1 Higher Education (Undergraduate degree programs) Grants --Actual number of years required to complete degree program plus 1 year.

13.1.2 Higher Education (Graduate degree programs) Grants -- Actual number of years required to complete degree program.

13.1.3 Scholarships -- Actual number of years required to complete degree program plus 1 year.

13.1.4 Vocational Training Grants -- Actual number of years required to complete training, certificate, or degree program plus 1 year

13.1.5 Adult Education Assistance -- Actual number of years, semesters, or quarters required to complete approved program plus 1 year.

13.1.6 Special Awards -- Single award period unless otherwise designated by Education Committee or as required by the type and function of the award.

SECTION 14.0 PROBATION AND FORFEITURE OF AWARDS

14.1 If a student fails to enroll in the semester or quarter for which the grant is awarded, he/she automatically forfeits the award and must reapply by the next application deadline for funding period in which applicant wishes to be considered.

14.2 If a student drops out of school, the remaining award will be returned to the North Fork Rancheria General Education Fund and student automatically forfeits the remaining award and must reapply by the next application deadline for next funding period in which applicant wishes to be considered.

14.2.1 If, after dropping out of school, the student re-applies and is granted another award, the student will automatically forfeit the first quarter/semester disbursement due to the unexcused drop-out. Exceptions to this requirement may be made for good cause.

14.2.2 If a student drops out of school for two consecutive semesters or quarters, he/she will be placed on *financial probation* and must develop an appropriate agreement, in consultation with the Education Director and Committee, to identify, resolve, and remedy barriers associated with school attendance as well as agree upon conditions to remove the probation status.

14.3 All grant recipients will continue to be eligible for awards as long as they maintain a minimum Grade Point Average (GPA) of 2.0. A grant recipient who does not meet the minimum GPA requirement will be placed on *academic probation* for a period of one term. This probation notice will be sent to the student and the college Financial Aid Officer. To remove the probation status the student must meet the minimum GPA requirement by the end of the probationary term. Failure to remove the probation status will result in the forfeiture of award and *financial probation*. Student must reapply and follow policy and procedures previously stated in 14. 2.

SECTION 16.0 GRIEVANCE PROCEDURES

16.1 The complainant shall submit the written grievance to the Tribal Director of Education. The Education Director will review all material available, including any new information submitted and within 10 working days make a determination. The Director may request additional time of the complainant to construct a response if needed. If the complaint is not resolved satisfactorily then the complainant can move to the next level of the grievance process.

16.2 The complainant shall submit the written grievance to the North Fork Rancheria Education Committee. The Committee will review all materials available within 10 working days and make a determination. The Committee may request additional time of the complainant to construct a response if needed. If the complaint is not resolved satisfactorily then the complainant can move to the next level of the grievance process.

16.3 The complainant shall submit the written grievance to the North Fork Rancheria Tribal Council. The Tribal Council will review all materials available within 10 working days and make a determination. The Council may request additional time of the complainant to construct a response if needed. The decision of the Tribal Council is final.



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APPLICATION CHECKLIST

Student Name: _____

Higher Education Grants

- _____ Signed and completed North Fork Rancheria Tribal Education Grants Application.
- _____ Letter of acceptance or enrollment certification in an accredited college or university.
- _____ Official high school transcripts/or copy of diploma or GED.
- _____ Official transcripts of current and previous college work for continuing or returning students.
- _____ Financial Needs Analysis completed and submitted by financial aid office.
- _____ Completed Education Plan for course of study.
- _____ Course registration for the term you are requesting assistance for.

Vocational Training Grants

- _____ Signed and completed North Fork Rancheria Tribal Education Grants Application.
- _____ Letter of acceptance or enrollment certification in an accredited college or university.
- _____ Official high school transcripts/or copy of diploma or GED.
- _____ Official transcripts of current and previous college work for continuing or returning students.
- _____ Financial Needs Analysis completed and submitted by financial aid office.
- _____ Completed Education Plan for course of study.
- _____ Course registration for the term you are requesting assistance for.
- _____ Personal Training Proposal.

Adult Education Grants

- _____ Signed and completed North Fork Rancheria Tribal Education Grants Application.
- _____ Letter of acceptance or enrollment certification in an accredited college or university.
- _____ Financial Needs Analysis/Monthly Budget Analysis for full subsistence grants or documentation of required tuition, fees, and books from school or institution. If requesting reimbursement, original receipts documenting fees paid.

Completed application determined by: _____ Date: _____

Verified by: _____